

**AGENDA**  
**SCOTTSDALE PUBLIC LIBRARY ADVISORY BOARD**  
**September 15, 2004 – 3:30 PM**  
**Civic Center Library Board Room**

**1. CALL TO ORDER**

**2. APPROVAL OF MINUTES** – June 16, 2004 meeting

**3. LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))**

Staff will update the Library Advisory Board on the status of current events and activities in the libraries.

- Monthly Statistical Report - Sharyn Pennington, Operations Coordinator  
(An update of significant library use statistics - informational only)
- Special Revenue Account Report – Sharyn Pennington, Operations Coordinator  
(An overview of the status of funds received through the sale of discarded books and magazines, and includes the status reports of funds received in the library's Gifts and Memorials Fund - informational only)
- Director's Report - Rita Hamilton
- Customer Feedback "*How'd We Do?*" Report – Rita Hamilton
- Library Services Highlights: *Born to Read* Program – Marsha Greene

**4. ITEMS REQUIRING BOARD ACTION**

• ***EXPENDITURES***

(Items to be introduced by Rita Hamilton)

Staff request approval to expend Special Revenue Account Funds for the items listed below. Accounting reports confirm that the amount requested is available in the Special Revenue Account. These monies are raised by Library Volunteers through the sale of discarded books and magazines.

**September 2004**

Adult Programming - year long	\$	2,000
<i>Born to Read</i> program - supports LSTA grant	\$	18,500
Library Marketing	\$	4,000
Volunteers - Book Corral Merchandise (FY04/05)	\$	4,000
Volunteers - Hearts & Flowers Volunteer Appreciation Luncheon	\$	8,000
Teen Advisory Board / Book Discussion Group	\$	1,000
Motheread AZ	\$	1,500
Teen Read Week	\$	750
Mustang - Book Corral Merchandise Shelving	\$	4,800
Palomino - Microphone	\$	400
Palomino - Projector	\$	3,420
Lesson Plans / Computer classes	\$	400
<b>Total</b>	<b>\$</b>	<b>48,770</b>

Staff Recommendation: Approve requests

Board Action: Approve or deny requests for specific items

-continued -

- ***ACCEPTABLE USE OF ELECTRONIC RESOURCES POLICY***  
Staff Recommendation: Approve policy
- ***LOAN GUIDELINES POLICY***  
Staff Recommendation: Approve policy
- ***WALK OF LITERACY*** - Proposed Waterfront Project idea  
Staff Recommendation: Send letter of support to Public Art Commission

## **5. INFORMATIONAL ITEMS**

- ***ANNOUNCEMENTS/ISSUES FOR FUTURE DISCUSSION:***
- ***OPEN CALL TO THE PUBLIC (ARS38-431.02)***  
Subject to reasonable time, place and manner restrictions, as determined by the Chairman, members of the public will be allowed to address the Library Advisory Board on any issue within jurisdiction of the Board. At the conclusion of the open call to the public, individual members of the Board may respond to comments made by those who have addressed the Board, may ask staff to review a matter or may ask that a matter be put on a future agenda. Members of the Board shall not discuss or take legal action on matters, however, raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

## **6. ADJOURNMENT**

Next meeting: October 20, 2004

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the City Clerk's Office at 480-312-2412. Requests should be made as early as possible to allow time to arrange accommodations.